



TEHAMA COUNTY DEPARTMENT OF EDUCATION JOB DESCRIPTION SPEECH LANGUAGE PATHOLOGY ASSISTANT (SLPA)

DEFINITION:

Under the general supervision of a Certificated/Credential Speech-Language Pathologist, this position will work with students who have identified speech and language disorders as well as other disabilities. This position will perform a variety of tasks such as, but not limited to activities designed to develop pre-language and language skills, oral-motor control for speech production, vocalization, and use of assistive technology devices for communication. The SLPA reports to the Directors of Special Education in the Special Education Department.

ESSENTIAL FUNCTIONS AND JOB DUTIES:

Any one position may not include all of the listed duties, nor do all of the listed examples include all tasks that may be found in positions within this classification.

- Provide assistance to the Speech and Language Pathologist.
- Conduct speech and language screenings, without interpretation, using screening protocols developed by the supervising Speech-Language Pathologist.
- Provide direct services to students under the supervision of the supervising Speech-Language Pathologist as related to Individualized Education Plans (IEP).
- Follow and implement documented treatment plans or protocols developed by the supervising Speech-Language Pathologist.
- Document student progress toward meeting established objectives, and report information to Supervising Speech-Language Pathologist.
- Assist Speech-Language Pathologist during assessments, assisting with formal documentation and, preparing materials.
- Prepare therapy materials and/or equipment for use in the classroom and service activities.
- Adapt and/or modify instructional material and/or equipment as determined by student needs and abilities for teacher use in classroom, as directed by the supervising Speech Language Pathologist.
- Assist in maintaining student records, tallying data, preparing charts, records, graphs, and reports.
- Implement behavior intervention strategies for students as designed by certified staff. Observes and reports significant behavior patterns or other problems to the Special Education Director and supervising Speech and Language pathologist.
- Assists in maintaining appropriate behavior between activities and services.
- Perform related duties as assigned.

EXPERIENCE AND EDUCATION:

Evidence of qualifications include:

- Education Requirements:
 - Associate degree and/or graduation from speech-language pathology assistant certificate program **OR** Bachelor's degree in speech-language pathology or communication disorders; and
- Certification Requirements:
 - Board of Speech-Language Pathology and Audiology.
 - Current registration with the State of California Department of Consumer Affairs

KNOWLEDGE OF:

- Correct language usage, spelling, grammar and punctuation.
- Human anatomy and physiology.



Tehama County Department of Education
 Job Description
 Speech Language Pathology Assistant (SLPA)

- Normal Speech, language, and hearing development.
- Language disorders and rehabilitation.
- Articulation disorders and rehabilitation.
- Acquired disorders and rehabilitation.
- Clinical methods and procedures.
- Hearing disorders and aural rehabilitation.

ABILITY TO:

- Maintain confidentiality.
- Perform simple math to compile reports, and maintain records and status reports.
- Recall facts, figures, names, faces, and information.
- Complete tasks in a timely manner.
- Make independent decisions to respond to student requests and needs, and to select appropriate techniques to be used with students.
- Effectively and tactfully, communicate in both oral and written form.
- Interface effectively with supervisor.
- Manage and use time effectively.
- Demonstrate appropriate and professional conduct.
- Communicate effectively both orally and in writing.
- Communicate screening results and all supplemental information to supervisor.
- Manage behavior and treatment program.
- Provide effective implementation of treatment objectives.
- Operate standard office equipment including computer, copier, fax machine, etc.
- Establish and maintain effective work relationships with those contacted in the performance of required duties.
- Lift, carry, push or pull equipment/supplies/children up to 50 pounds.
- Perceive conditions relating to the safety of others and self.

OTHER REQUIREMENTS:

- Valid California driver's license.
- Own reliable transportation and verification of insurance coverage (mileage reimbursable)

PHYSICAL DEMANDS:

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job.

TERMS OF EMPLOYMENT:

Salary and work year to be established by County Superintendent.

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APPROVED

Print Name: Noelle Debortoli Title: Director, Human Resource Services

Signature:  Date: 8/13/2024